

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>See Bk 16C</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-02-10074</b>		5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO.	
			9B. DATED (SEE ITEM 11)	
		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 7</b>	
			10B. DATED (SEE ITEM 13) <b>02/05/01</b>	
CODE FACILITY CODE				

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	FAR 43.202
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**In accordance with contractor's proposal this modification increases ceiling by \$5,061 for 91 additional direct labor hours.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		<b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		<i>Charles K. Hayes</i> (Signature of Contracting Officer)	<b>JAN 22 2002</b>

# National Study of Chemical Residues in Lake Fish Tissue

Contract: 68-W-01-009, Task Order: 0007, Mod: 0002

Lead PR Number: PR-R4-02-10074

## Summary Information

Title: National Study of Chemical Residues in Lake Fish Tissue  
Period of Performance: From: 02/05/01 To: 01/31/02  
Award Date: 02/05/01  
Total Funding: \$26,476.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/Project	Cost Org	Obj Class	Amount	P / C
CE1025	01	B	28E	20105B	00000000		2505	\$5,061.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - CE1040	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$5,000.00
FY2001 - CE1025	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$21,476.00

Redacted  
Exemption 4, CBI

## Subcontractor Consent

The following item(s) have been modified:

Name	Type	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$23,290.00

## Totals

The following item(s) have been modified:

Category	From Amount	To Amount	Difference
Estimated Cost			
Fixed Fee			

Redacted  
Exemption 4, CBI

This is a cost reimbursable completion type order. The government and contractor have agreed upon an additional 91 direct labor hours for a total of 516 direct labor hours.

Incremental billing of fee shall be based upon completed TDFs.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>06/04/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10451</b>		5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 7</b>
		10B. DATED (SEE ITEM 13) <b>02/05/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

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Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

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**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

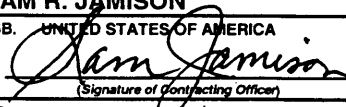
(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). <b>Funding Change</b>
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**\$5,000 Change in Funding**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>6-4-01</b>

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

# National Study of Chemical Residues in Lake Fish Tissue

Contract: 68-W-01-009, Task Order: 0007, Mod: 0001

Lead PR Number: PR-R4-01-10451

## Summary Information

Title: National Study of Chemical Residues in Lake Fish Tissue  
Period of Performance: From: 02/05/01 To: 01/31/02  
Award Date: 02/05/01  
Total Funding: \$21,415.00

## Accounting/Appropriation Data

The following item(s) have been added:

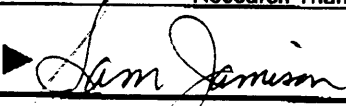
DCN	BFYS	Appr.#	Org	Program Element	Site/Project	Cost Org	Obj Class	Amount	P / C
CE1025	01	B	28E	20105B	00000000		2505	(-\$5,000.00)	
CE1040	00	B	28E	20105B	00000000		2505	\$5,000.00	C

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - CE1040	Estimated Cost	
	Fixed Fee	
	Total:	\$5,000.00
FY2001 - CE1025	Estimated Cost	
	Fixed Fee	
	Total:	\$16,415.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

ORDER FOR SUPPLIES OR SERVICES					PAGE	OF	PAGES
<b>IMPORTANT:</b> Mark all packages and papers with contract and/or order numbers.							
1. DATE OF ORDER 02/05/01		2. CONTRACT NO. (If any) 58-W-01-009		3. ORDER NO. 00007		4. REQUISITION/REFERENCE NO. PR-	
5. ISSUING OFFICE (Address correspondence to)  U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303				6. SHIP TO: (Consignee and address, ZIP Code)  Mike Birch TOPO 980 College Station Road ATHENS, GA 30605			
7. TO: CONTRACTOR (Name, address and ZIP Code)  INTEGRATED LABORATORY SYSTEMS, INC. P. O. Box 13501 Research Triangle Park, NC 27709				8. TYPE OF ORDER  <input type="checkbox"/> A. PURCHASE -- Reference your _____  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:  <input checked="" type="checkbox"/> B. DELIVERY -- Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.			
9. ACCOUNTING AND APPROPRIATION DATA  See Attached				10. REQUISITIONING OFFICE Same as Block 6			
11. BUSINESS CLASSIFICATION (Check appropriate box(es))  <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> OTHER THAN SMALL <input type="checkbox"/> DIS-ADVANTAGED <input type="checkbox"/> WOMEN-OWNED				12. F.O.B. POINT Same as Block 6			
13. PLACE OF INSPECTION AND ACCEPTANCE Same as Block 6				14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
						16. DISCOUNT TERMS N/A	
17. SCHEDULE (See reverse for Rejections)							
ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)	
	See Attached						
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(H). TOT. (Cont. pages)	
21. MAIL INVOICE TO: (Include ZIP Code)		Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711				17(I). GRAND TOTAL	
22. UNITED STATES OF AMERICA BY (Signature) 				23. NAME (Typed) SAM JAMISON			

File: to7natfish.wpd  
January 26, 2001 (11:24AM)

**Statement of Work  
Task Order No. 007**

**National Study of Chemical Residues in Lake Fish Tissue: 2001  
Period of Performance 2/1/2001 - 1/31/2002**

**PURPOSE**

The purpose of this Task Order (TO) is to provide biological field sampling support for National Study of Chemical Residues in Lake Fish Tissue: 2001 (NSCRLFT) to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field sampling biological support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support.. See Table 1 Sampling Sites for an estimate of the field biological support.

**STATEMENT OF WORK:**

The contractor shall provide biological, field sampling and other analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, lab safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

**Task 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer

file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

#### **Deliverables:**

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work. Program management costs shall be broken out from other costs in the financial report.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Staffing Plan for EPA approval.

The contractor shall submit to the PO and TOPO reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

#### **Task 2: Biological Support:**

The contractor shall perform the biological support on the basis of **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA NSCRLFT SOPs: Fish Tissue Sample Collection Procedures, SOP for shipping container packing instructions, and Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000.

**Table 1** is an estimate of the number of lake sites to be sampled and collection of samples requiring preparation and shipping for the NSCRLFT. The contractor shall conduct a Phase I property identification search at local court houses to prepare letters to landowners for permission to sample the lake. Phase II the contractor shall conduct a reconnaissance to prepare an access package, photos and a descriptions of property access for sampling. Phase III the contractor shall conduct on-site sampling activities at each lake and provide the appropriate number of fish species per the SOPs. For this TO the contractor shall provide the staffing plan and a cost estimate.

The TOPO shall assign the specific project support and other analytical support activities through the issuance of a TDF.

The Contractor shall perform the activities also in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (<http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html>) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (<http://www.epa.gov/region4/sesd/asbsop/asbsop.html>), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: [http://www.epa.gov/region4/sesd/sesdpub\\_guidance.html](http://www.epa.gov/region4/sesd/sesdpub_guidance.html).

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the NSCRLFT SOPs. The contractor shall ship or archive sample in designated areas, upon completion of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall package and ship all samples, including document management, and return of coolers as specified in the SOP for shipping container packing instructions.

#### **Deliverables:**

The contractor shall submit to the TOPO reports pertaining to the collection of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each sampling event to the TOPO or as designated in the TDF.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall provide letters to landowners for permission to sample lakes.

The contractor shall provide access packages for each site.

The contractor shall provide shipping records, chain-of-custody information, sketches of sampling points in the lake, GIS coordinates and other documentation described in the SOPs and the TDF to the TOPO.

**Task 4: Field/Warehouse Support:**

The contractor shall provide support as listed in **B. Biological Support, C. Field Analytical Support, Field Warehouse Operations Support**, and pertinent **Task Area III, Analytical Logistical Support** in the contract SOW. The contractor shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed. assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Precisely locate and document sampling sites and features at sites. GPS coordinates are collected and provided to the EPA TOPO or as directed in the NSCRLFT SOP.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Travel within EPA Region IV may be required. The contractor will coordinate with Project Leader for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS or as the subcontractor, Mantech.

**Deliverables:**

The contractor shall prepare and submit reports associated with the above list of tasks as per **F. Deliverables** in the contract SOW, and the NSCRLFT SOP or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

**Task 5: Routine Instrument Maintenance:**

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples,

through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

**Deliverables:**

The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

**Task 6: Technology Transfer:**

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

**Deliverables:**

The contractor shall prepare and deliver to the PO and/or TOPO a summary of information provided as requested under each TDF within time specified.

**Table 1  
Sampling Sites**

<b>STATE</b>	<b>COUNTIES</b>	<b>LAKES</b>
Florida	Walton, Hillsborough and Broward (Phase III only & in one of these lakes, duplicate samples will be collected, doubling the work for that particular lake)	3
Alabama	Talladega, Russell and Houston (Phase III only)	3
Mississippi	Tallahatchie, Rankin, Washington, Covington, Claiborne, Stone, Neshoba, Monroe, Madison, Yalobusha, Carroll and Hancock (Conduct Phase I & II)	16
<b>Totals</b>		<b>22</b>

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		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 6</b>	
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CODE FACILITY CODE				

#### 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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N/A

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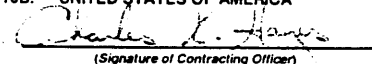
The purpose of this modification is to correct task order funding allocation as noted below:

Estimated Cost -

Fixed Fee -

Total - \$116,837.00

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	15C. DATE SIGNED <b>MAY 30 2003</b>

# RCRA

Contract: 68-W-01-009, Task Order: 0006, Mod: 0005

## Summary Information

Title: RCRA  
Period of Performance: From: 02/07/01  
To: 02/14/03  
Award Date: 02/07/01  
Total Funding: \$116,837.00

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - TK0008	Estimated Cost	
	Fixed Fee	
Total:		\$31,189.00
FY2000 - TKE025	Estimated Cost	
	Fixed Fee	
Total:		\$40,000.00
FY2001 - TKE021	Estimated Cost	
	Fixed Fee	
Total:		\$40,000.00
FY2002 - TJR002	Estimated Cost	
	Fixed Fee	
Total:		\$5,648.00

**Redacted  
Exemption 4, CBI**

[M] - Modified  
[A] - Added

## Attachments

*The following item(s) have been modified:*

Document Hours and Fee Billing was modified.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0004</b>	3. EFFECTIVE DATE <b>See Block 16C</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-03-10066</b>		5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 6</b>
		10B. DATED (SEE ITEM 13) <b>02/07/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	<b>FAR 43.202</b>
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**In accordance with the contractor's proposal, this modification increases the ceiling by \$5,648 for additional analytical support and extends the period of performance to 2/14/03. The LOE hours increased by 133 for a new total of 2,571, and funding increased by \$5,648. This Task Order is now fully funded at \$116,837.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		<b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
  (Signature of person authorized to sign)		 (Signature of Contracting Officer)	<b>JAN 29 2003</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

# RCRA

Contract: 68-W-01-009, Task Order: 0006, Mod: 0004

Lead PR Number: PR-R4-03-10066

## Summary Information

Title: RCRA  
Period of Performance: From: 02/07/01  
To: 02/14/03  
Award Date: 02/07/01  
Total Funding: \$116,837.00

## Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P /
Base	TJR002	02	B	04T00RR	90102E	00000000		2505	\$5,648.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - TK0008	Estimated Cost	
	Fixed Fee	
Total:		\$31,189.00
FY2000 - TKE025	Estimated Cost	
	Fixed Fee	
Total:		\$40,000.00
FY2001 - TKE021	Estimated Cost	
	Fixed Fee	
Total:		\$40,000.00
FY2002 - TJR002	Estimated Cost	
	Fixed Fee	
Total:		\$5,648.00

Redacted  
Exemption 4, CBI

[M] - Modified

[A] - Added

## TO Classification

The following changes have occurred:

The Anticipated Expiration Date has changed from 01/31/03 to 02/14/03.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0003</b>	3. EFFECTIVE DATE <b>See Blk 16C</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>			(✓)	9A. AMENDMENT OF SOLICITATION NO.
				9B. DATED (SEE ITEM 11)
			✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 6</b>
				10B. DATED (SEE ITEM 13) <b>02/07/01</b>
CODE	FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
**N/A**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

**As the result of delays beyond the contractor's control additional time is required for the completion of previously assigned work under this Task Order. Accordingly, the period of performance is hereby extended to 1/31/03. All other terms conditions, and costs previously negotiated remain unchanged.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Charles K. Hayes</i> (Signature of Contracting Officer)	16C. DATE SIGNED <b>MAY 9 2002</b>

## RCRA

Contract: 68-W-01-009, Task Order: 0006, Mod: 0003

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### Summary Information

Title: RCRA  
Period of Performance: From: 02/07/01  
To: 01/31/03  
Award Date: 02/07/01  
Total Funding: \$111,189.00

### Summary Changes

The anticipated expiration date has changed from 05/31/02 to 01/31/03.

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - TK0008	Estimated Cost	
	Fixed Fee	
	Total:	\$31,189.00
FY2000 - TKE025	Estimated Cost	
	Fixed Fee	
	Total:	\$40,000.00
FY2001 - TKE021	Estimated Cost	
	Fixed Fee	
	Total:	\$40,000.00

**Redacted  
Exemption 4, CBI**

[M] - Modified  
[A] - Added

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

CONTRACT ID CODE

PAGE OF PAGES

2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 09/27/01	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Floor AFC 61 Forsyth Street, SW Atlanta, GA 30303		7. ADMINISTERED BY (If other than EPA) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  Integrated Laboratory Systems P. O. Box 13501 Research Triangle Park, NC 27709		9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER NO. X 68-F-01-009 TO#6 10B. DATED (SEE ITEM 13) 02/07/01	
CODE	FACILITY CODE		

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

## 12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

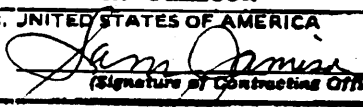
(Y)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. FAR 43.202
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCP section headings, including solicitation/contract subject matter where feasible.)

Contractor's negotiated proposal of 9/12/01 is accepted. Incremental funding in the amount of \$14,614.00 is added to cover this additional work. Additional funding in the amount of \$16,575.00 is also added to fully fund this task order. Total funding increase is \$31,189.00. Period of Performance is extended to 05/31/02.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  Sam R. Jamison
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED
16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)	16C. DATE SIGNED 9-27-01

**RCRA**

Contract: 68-W-01-009, Task Order: 0006, Mod: 0002

**Summary Information**

Title: RCRA  
 Period of Performance: From: 02/07/01  
 To: 05/31/02  
 Award Date: 09/27/01  
 Total Funding: \$111,189.00

**Summary Changes**

The Task Order Ceiling has changed from \$96,575.00 to \$111,189.00

**Accounting/Appropriation Data**

The following item(s) have been added:

DCN	BYFS	Appr.#	Org.	Program Element	Site/ Project	Cost Org	Obj. Class	Amount	P / C
TK0008	01 <sup>00</sup> 01*	B	04T00RR	50204D	0000000	0000	2505	\$31,189.00	P

**Funding Breakout**

Acct. Info.	Funding Category	Amount	Redacted Exemption 4, CBI
FY2000 - TKE025	Estimated Cost Fixed Fee		
Total		\$40,000.00	
FY2001 - TKE021	Estimated Cost Fixed Fee		
Total		\$40,000.00	
FY2001 - TK0008	Estimated Cost Fixed Fee		
Total		\$31,189.00	

The following items have been modified:

<u>Category</u>	<u>From Amount</u>	<u>To Amount</u>	<u>Difference</u>
Estimated Cost	Redacted		
Fixed Fee	Exemption 4, CBI		

### Hours Increased my Mod 2

Modification 2 to Task Order #6 adds 508 LOE hours, for a total of 2,438 LOE hours

### Attachment

Revised Statement of Work requesting the contractor provide additional analytical services.

September 6 2001 (2:44PM)

**Statement of Work****RCRA Analytical Support****Task Order No. 006 Mod #2****Analytical Support****Period of Performance 2/01/2001 - 5/31/2002****PURPOSE**

The purpose of this modification is to request additional services for the RCRA Task Order (TO) 6. The requested analytical, field, biological, and QA/QC support to the Science Ecosystem Support Division (SESD) is cover in the original SOW for Task Order 6. The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I: Analytical Support, Task Area II: Data Review Support, Task Area III: Analytical Logistical Support and Task Area IV: QA/QC Support.

**STATEMENT OF WORK:**

The contractor shall provide the following additional services:

Mercury analysis	60
TCLP	30
Metal digestions	30
% Moisture determinations	40
Loadout/Loadin/Decon Equipment	10
CAFO Site geoprobe & sampling	2
geoprobe & sampling	

The period of performance shall be extended from 2/1/2001 - 1/31/2002 to 5/31/2002. The contractor shall provide support to EPA at the Agency's regional laboratory facilities and at the specified field locations using field based analytical methods as specified in the original TO #6 SOW dated January 26, 2001, and signed by the Contracting Officer, February 5, 2001. All work will be performed according to the previous SOPs.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES 1 12
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>03/12/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10390</b>	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6)	CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>			(✓)	9A. AMENDMENT OF SOLICITATION NO.
				9B. DATED (SEE ITEM 11)
			✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 6</b>
				10B. DATED (SEE ITEM 13) <b>02/07/01</b>
CODE	FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Adds incremental funding of \$40,000, for a total of \$80,000 incrementally funded.  
The negotiated task order amount is \$96,575.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>(Signature of Contracting Officer)</i>	16C. DATE SIGNED <b>3/12/01</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

# RCRA

Contract: 68-W-01-009, Task Order: 0006, Mod: 0001

Lead PR Number: PR-R4-01-10390

## Summary Information

Title: RCRA  
Period of Performance: From: 02/07/01  
To: 01/31/02  
Award Date: 02/07/01  
Total Funding: \$80,000.00

## Accounting/Appropriation Data

The following item(s) have been added:

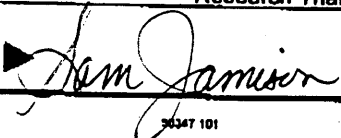
DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
TKE025	00	B	04T00RR	90101E	00000000		2505	\$40,000.00	C

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2000 - TKE025	Estimated Cost	
	Fixed Fee	
	Total:	\$40,000.00
FY2001 - TKE021	Estimated Cost	
	Fixed Fee	
	Total:	\$40,000.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

ORDER FOR SUPPLIES OR SERVICES					PAGE OF PAGES	
<b>IMPORTANT:</b> Mark all packages and papers with contract and/or order numbers.						
1. DATE OF ORDER 02/07/01		2. CONTRACT NO. (If any) 68-W-01-009		3. ORDER NO. 00008		4. REQUISITION/REFERENCE NO. PR-
5. ISSUING OFFICE (Address correspondence to)  U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303				6. SHIP TO: (Consignee and address, ZIP Code)  Mike Birch TOPO 980 College Station Road ATHENS, GA 30605		
7. TO: CONTRACTOR (Name, address and ZIP Code)  INTEGRATED LABORATORY SYSTEMS, INC. P. O. Box 13501 Research Triangle Park, NC 27709				8. TYPE OF ORDER  <input type="checkbox"/> A. PURCHASE — Reference your _____  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:  <input checked="" type="checkbox"/> B. DELIVERY — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
9. ACCOUNTING AND APPROPRIATION DATA  See Attached				10. ACQUISITION OFFICE Same as Block 6		
11. BUSINESS CLASSIFICATION (Check appropriate box(es))  <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> OTHER THAN SMALL <input type="checkbox"/> DIS-ADVANTAGED <input type="checkbox"/> WOMEN-OWNED				12. F.O.B. POINT Same as Block 6		
13. PLACE OF INSPECTION AND ACCEPTANCE Same as Block 6				14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)
				16. DISCOUNT TERMS N/A		
17. SCHEDULE (See reverse for Rejections)						
ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	See Attached					
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
	21. MAIL INVOICE TO: (Include ZIP Code)		Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711		596,575.00	17(H). TOT. (Cont. pages)  17(I). GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature)  			23. NAME (Typed) SAM JAMISON			

January 26, 2001 (10:49AM)

**Statement of Work**  
**Task Order No. 006**  
**RCRA Analytical Support**  
**Period of Performance 2/1/2001 - 1/31/2002**

**PURPOSE**

The purpose of this Task Order (TO) is to provide RCRA analytical, data review/data entry and QA/QC support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) **Task Area I, Analytical Support, Task Area II, Data Review Support, Task Area III: Analytical Logistical Support and Task Area IV, QA/QC Support**. See Attachments 1, 2 and 3 for Region 4's expected number of requests for each Task listed below.

**STATEMENT OF WORK:**

The contractor shall provide analytical chemistry, biological, field sampling and analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

**Task 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports or as agreed upon of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

**Deliverables:** The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

## **Task 2: Environmental Sample Analysis:**

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis for the RCRA Programs. For this TO the contractor shall provide the work plan, costs, etc. for the RCRA estimates only.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (<http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html>) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (<http://www.epa.gov/region4/sesd/asbsop/asbsop.html>), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: [http://www.epa.gov/region4/sesd/sesdpub\\_guidance.html](http://www.epa.gov/region4/sesd/sesdpub_guidance.html).

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

**Deliverables:** The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as

referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

### **Task 3: Biological Support:**

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments, May 1992.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms, amphipods, algal, Microtox, and/or other organisms on samples collected at RCRA or other sites. Perform activities necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA regional laboratories. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at RCRA sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentioned analytical and field tasks.

### **Deliverables:**

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in

SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing at the EPA regional laboratory.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

#### **Task 4: Field/Warehouse Support:**

The contractor shall provide support as listed in **C. Field Analytical Support, Field Warehouse Operations Support**, and pertinent **Task Area III, Analytical Logistical Support** in the contract SOW. The contractor shall perform the following field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.
- Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.
- Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment
- Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Provide field sampling support by operating EPA drill rig equipment and other specialized

- equipment as specified in the contract SOW.
- Provide Field Analytical Screening Project (FASP) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.
  - Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.
  - Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
  - Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.
  - Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
  - Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/Mantech.

**Deliverables:** The contractor shall prepare and submit reports associated with the above list of tasks as per **F. Deliverables** in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

**Task 5: Routine Instrument Maintenance:**

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

**Deliverables:** The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

**Task 6: Technology Transfer:**

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

**Deliverables:** The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

**Task 7: Training:**

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

**Task 8: Sample Custodian and File Manager:**

The contractor shall perform sample custodial duties at SESD for RCRA environmental samples in accordance with the SOPs specified above. The contractor shall receive FASP environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

**Deliverables:** The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

**Task 9: Data Validation:**

The contractor shall conduct technical review and validation of analytical data generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs), EPA field contractors, and other sources.

The contractor shall examine the data package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall perform electronic validation of deliverables (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation.

Upon completion of validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents, marked up Form I's, and/or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, % moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness, conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

#### **Task 10: Data Entry:**

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

#### **Task 11: Performance Evaluation (PE) Sample Preparation:**

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for the sampling events as requested in a TDF.

The contractor shall provide documentation and chain-of-custody paperwork for PE samples shipped to specified laboratories as stated in the TO, SOPs or by the TDF.

#### **Deliverables:**

The contractor shall submit to the CO, PO, and TOPO SOPs for accomplishing the activities under this

task with the TO Work Plan for EPA approval. For all data review tasks, the contractor shall prepare and submit to the TOPO a report, detailing results of the data review. When revisions or corrections are required, the TOPO will return the data package to the contractor with written instructions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and re-submit the data package to the TOPO.

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE Samples. Other deliverables will be listed in the TDF.

The contractor shall submit to the PO and/or TOPO, for each designated data package, a report of differences and problems in performing the data validation for the evaluation of new or revised functional guidelines, in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

#### **Task 12: Preparation and Review of QA/QC Documents**

The contractor shall provide QA/QC technical reviews of documents in accordance with prescribed U.S. EPA Region 4 procedures. Occasional site visits to conduct site assessments and participate in sample collection efforts in support of the ecological risk assessments shall be required. Travel to provide on-site assessment and attend meetings concerning certain sites may be required.

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

The contractor shall provide technical support to the EPA in the review of non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

**Deliverables:**

Critical technical review of documents that include and relate to the ecological risk assessment for hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

**ATTACHMENT 1**  
**ESTIMATED NUMBER OF SAMPLES AND ANALYTES**

TYPE ANALYSIS	ALL PROGRAMS	SARA	RCRA	WATER	DOUBTS/INDETERMINATE	TMDL	WADE STREAMS	US FISH	BROAD RIVER	LAKE FISH	KY/MIN TOP
VOA (Prep)	150	100	50								
VOA	150	100	50								
Pest	200	125	50	25							
Pest (DDTRS)	25	25									
Toxaphene	50	50									
<b>TOTAL ORGANIC</b>	<b>575</b>	<b>400</b>	<b>150</b>	<b>25</b>							
FASP VOA	500	500									
FASP (Pest)	175	175									
FASP (XRF/Niton)	1,103	1,103									
FASP (XRF/Spectrace)	100	100									
FASP (Sulfide)	166	125			41						
FASP (DO)	93	93									
FASP (Fe+2)	97	97									
FASP (Hardness)	7	7									
FASP (Alkalinity)	120	120									
FASP (As, Pb & Hg)	400	400									
FASP (% Moisture)	275	275									
FASP (Digest)	321	321									
<b>TOTAL FASP</b>	<b>3,357</b>	<b>3,316</b>									
Metals Digestion	1,105	600	140	300	65						
Percent Moisture	690	475	24	111		80					

TYPE ANALYSIS	ALL PROGRAMS	SARA	RCRA	WATER	LOUISVILLE CBEP	TMDL	WADE STREAMS	RUS FISH	BROAD RIVER	LAKE FISH	KY MIN TOP
Mercury	669	414	82	89			73	11			
Cyanide	10	10									
Turbidity	100	75		25							
Phosphorus	125	25		100							
Ammonia (distilled)	102			102							
Ammonia (analyzed)	165	23		142							
TCLP	70		70								
pH for TCLP	70		70								
Blind Blanks	20	20									
Dry & Grind	690	475	24	111		80					
Sulfide	15					15					
TKN (Prep)	97	29		55		13					
Pipette Checks	71	71									
Nitrate-Nitrite Prep	55			55							
Nitrate-Nitrite Analysis	110	25		85							
Hexavalent Chromium	6			6							
Sample Disposal	2,352	2,352									
TOTAL INORGANIC	6,522	4,594	410	1,181	65	188	73	22-11			
PUF/XAD	249	193			56						
PUF/XAD (Cleaned)	249	193			56						
Denuders(coat & dry)	56				56						

Denuders (cleaned)	56					LOUISVILLE CBEF	TMDS	WADE STREAMS	US FISH	BROAD RIVER	LAKE FISH	KY Mtn TOP
Denuders (eluted)	56					56						
Denuders (extracted)	56					56						
Cut Hi Vol Filters	249	193				56						
<b>TOTAL AIR</b>	<b>571</b>	<b>579</b>				<b>192</b>						
Biology Field Recon Site Visits	13						13	100				
Macroinvertebrate Sorting and ID	46				16		13	100		2		15
Toxicity Testing	50	30							20			
Bioaccumulation Studies	30	30										
Ecological Risk Assessments (sites)	3	3										
Biological Collections (Sites)	69	30					2	115	2	2	18	15
# of Sites for Field Reagent Preparation	10				8		2	2				
<b>TOTAL BIOLOGY</b>	<b>221</b>	<b>93</b>			<b>24</b>		<b>30</b>	<b>30</b>	<b>22</b>	<b>4</b>	<b>18</b>	<b>30</b>
Site Sediment Characterization	36	30								6		
Mercury Analysis	30	30										
TSS Analysis	381				47		194			140		
Bedload/PSA	350	30			57		123			140		
Ortho Phosphorus	10						10					
Ash-free Dry Weight	124	30			32		62					





Attachment 1  
Data Review

DATA REVIEW	ALL PROGRAMS	SARA	RCRA	WATER	LOUISVILLE CBEP	TMDL	WADE STREAMS	RUS FISH	BROAD RIVER	LAKE FISH	E. MTN. TOP
Inorganic Samples	6,735	5,029	283	165		1,200	58				
Organic Samples	4,406	4,186	220								
Low Concentration Organic	500	500									
Dioxin Samples	310	310									
TOTAL SAMPLES REVIEWED	11,951	10,025	503	165		1,200	58				
Samples Entered	8,789	8,466	323								
Samples Verified	9,965	9,420	545								
Organic Evidentiary Audits	336	329	7								
Inorganic Evidentiary Audits	308	281	21	3		2	1				
Other Evidentiary Audits	27	26	1								
Records Retrieved	10	10									
TOTAL DATA ENTRY/AUDITS	19,435	18,532	897	3		2	1				

Attachment 1  
Risk Assessment

RISK ASSESSMENT	WATER PROGRAMS	SARA	RCRA	WATER	TOBISVILLE (DEP)	TMDL	WADE STREAMS	RUS FISH	BROAD RIVER	LAKE ERIE FISH	KY MINN. TOPS
Documents Reviewed	58	55	3								
Site Visits	6	5	1								
QAPP Reviews	15	15									
Sampling & Analysis Plan Reviews	0										
Data Reviews for Data Validation Oversight	35	20	10	5							
QA Document Reviews (SOP's, Scope of Work, Etc.)	10	10									
Technical Support for Lab or Field Reviews	5	5									
<b>TOTAL RISK ASSESSMENTS</b>	<b>129</b>	<b>110</b>	<b>14</b>	<b>5</b>							

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>07/03/02</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 5</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
**N/A**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
**This modification is being issued to move \$12.00 from cost to fee. This is due to the contractor completing all of the requirements under this task order and thus earning 100 percent of the fee. Accordingly, \$12.00 is allotted to cover cost, and \$13.00 is allotted to cover fee for a total cost-plus-fixed fee amount of \$15,000.00.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Charles K. Hayes</i> (Signature of Contracting Officer)	16C. DATE SIGNED <b>JUL 3 2002</b>

# Louisville CBEP Analytical Support

Contract: 68-W-01-009, Task Order: 0005, Mod: 0001

## Summary Information

Title: Louisville CBEP Analytical Support  
Period of Performance: From: 02/01/01  
To: 05/31/01  
Award Date: 02/01/01  
Total Funding: \$15,000.00

## Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - TME001	Estimated Cost		Redacted Exemption 4, CBI
	Fixed Fee		
Total:		\$15,000.00	

[M] - Modified

[A] - Added

## Attachments

*The following item(s) have been modified:*

Attachment Type

Hours and Fee Billing

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 10 PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 02/01/01 2. CONTRACT NO. (If any) 68-W-01-009 3. ORDER NO. 00005 4. REQUISITION/REFERENCE NO. PR-HQ-00-10658

5. ISSUING OFFICE (Address correspondence to)

U.S. EPA Region IV  
Procurement Section 14th Floor Atlanta Federal Center  
61 Forsyth St., SW  
Atlanta, GA 30303

6. SHIP TO: (Consignee and address, ZIP Code)

Mike Birch  
TOPO  
980 College Station Road  
ATHENS, GA 30605

SHIP VIA:

7. TO: CONTRACTOR (Name, address and ZIP Code)

INTEGRATED LABORATORY SYSTEMS,  
INC.  
P. O. Box 13501  
Research Triangle Park, NC 27709

8. TYPE OF ORDER

[ ] A. PURCHASE — Reference your \_\_\_\_\_

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:

[X] B. DELIVERY — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA

See Attached

10. REQUISITIONING OFFICE  
Same as Block 6

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

[X] SMALL [ ] OTHER THAN SMALL [ ] DIS-ADVANTAGED [ ] WOMEN-OWNED

12. F.O.B. POINT  
Same as Block 6

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT  
ON OR BEFORE (Date)

16. DISCOUNT TERMS

13. PLACE OF INSPECTION AND ACCEPTANCE  
Same as Block 6

N/A

17. SCHEDULE (See reverse for Rejections)

17. SCHEDULE (See reverse for Rejections)						
ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	See Attached					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT	20. INVOICE NO.			17(H). TOT. (Cont. pages)
21. MAIL INVOICE TO: (Include ZIP Code)		Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711			\$15,159.00	17(I). GRAND TOTAL

January 26, 2001 (11:04AM)

**Statement of Work**  
**Task Order No. 005**  
**Louisville CBEP Analytical Support**  
**Period of Performance 2/1/2001 - 5/31/2001**

**PURPOSE**

The purpose of this Task Order (TO) is to provide analytical support for Air Toxics monitoring to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) **Task Area I, Analytical Support** and **Task Area III: Analytical Logistical Support**. See Attachment 1 Estimated Number of Samples and Analysis for category Total Air for an estimate of expected analyses for the Louisville CBEP Project..

**STATEMENT OF WORK:**

The contractor shall provide analytical chemistry, field sampling and other analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SEMP health and safety, lab safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

**Task 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

#### **Deliverables:**

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work. Program management costs shall be broken out from other costs in the financial report.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

#### **Task 2: Environmental Sample Analysis:**

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media (pufs,

denuders, high vol filters, etc.) for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; metals, and other inorganic analytes.

**Table One** is an estimate of the number of samples and analytes that will require preparation and/or analysis for the Louisville CBEP and possible other Non-Superfund Programs. For this TO the contractor shall provide the work plan, costs, etc. for the Total Air category Louisville CBEP estimates only related to Louisville CBEP.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (<http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html>) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (<http://www.epa.gov/region4/sesd/asbsop/asbsop.html>), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: [http://www.epa.gov/region4/sesd/sesdpub\\_guidance.html](http://www.epa.gov/region4/sesd/sesdpub_guidance.html). Methods and updates to EPA's Organic (TO) Compendium of Methods for Air Toxics can be obtained from the following website: <http://www.epa.gov/ttn/amtic/airtox.html>. Methods and updates to EPA's Inorganic (IO) Compendium can be obtained from the following website: <http://www.epa.gov/ttn/amtic/inorg.html>.

The contractor shall perform sample prep, extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

The contractor shall package and ship clean field sampling devices (pufs, denuders, etc.), including

document management, and return of coolers.

**Deliverables:**

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

The contractor shall perform other analytical/field support activities necessary for the analysis of environmental samples such as preparation of pufs, particulate filters, denuders, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

**Task 4: Field/Warehouse Support:**

The contractor shall provide support as listed in **C. Field Analytical Support, Field Warehouse Operations Support**, and pertinent **Task Area III, Analytical Logistical Support** in the contract SOW. The contractor shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed. assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Provide field and analytical support related to Air Toxics monitoring. Collect and preserve samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment
- Precisely locate and document sampling sites and features at sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);

- Package and ship field samples, including document management, and return coolers.

Travel within EPA Region IV may be required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

**Deliverables:**

The contractor shall prepare and submit reports associated with the above list of tasks as per F. **Deliverables** in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

**Task 5: Routine Instrument Maintenance:**

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

**Deliverables:**

The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

**Task 6: Technology Transfer:**

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

**Deliverables:**

The contractor shall prepare and deliver to the PO and/or TOPO a summary of information provided under each TDF within time specified in the TDF.

**Task 7: Training:**

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

### **Task 8: Sample Custodian and File Manager:**

The contractor shall perform sample custodial duties at SESD for Clean Air environmental samples in accordance with the SOPs specified above. The contractor shall receive environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS if required and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

### **Deliverables:**

The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

**Table 1**  
**Estimated Number of Samples and Analytes**

<b>Type Analysis</b>	<b>Louisville CBEP</b>
<b>PUF/XAD</b>	<b>56</b>
<b>PUF/XAD (cleaned)</b>	<b>56</b>
<b>Denuders (coat &amp; dry)</b>	<b>56</b>
<b>Denuders (cleaned)</b>	<b>56</b>
<b>Denuders (eluted)</b>	<b>56</b>
<b>Denuders (extracted)</b>	<b>56</b>
<b>Cut Hi Vol Filters</b>	<b>56</b>
<b>TOTAL AIR</b>	<b>392</b>

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0005</b>	3. EFFECTIVE DATE <b>See Block 16C</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO.	
			9B. DATED (SEE ITEM 11)	
		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 4</b>	
			10B. DATED (SEE ITEM 13) <b>02/01/01</b>	
CODE FACILITY CODE				

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) <b>FAR 52.232-22 "Limitation of Funds"</b>

E. IMPORTANT: Contractor (X) is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**This modification hereby transfers funding in the amount of \$30,000 from Task Order 0004 to Task Order 0014.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Charles K. Hayes</i> (Signature of Contracting Officer)	16C. DATE SIGNED <b>DEC 17 2002</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

99-105

STANDARD FORM 80 (REV 48-03)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0005

### Summary Information

Title: Analytical Support PM 2.5  
Period of Performance: From: 02/01/01  
To: 02/28/02  
Award Date: 02/01/01  
Total Funding: \$247,566.00

### Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
Base	PM1080	01	E1	53P6	10102APM	00000000		4183	(\$30,000.00)	

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - PM1004	Estimated Cost	
	Fixed Fee	
	Total:	\$162,000.00
FY2001 - PM1060	Estimated Cost	
	Fixed Fee	
	Total:	\$29,000.00
FY2001 - PM1080	Estimated Cost	
	Fixed Fee	
	Total:	\$56,566.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0004</b>	3. EFFECTIVE DATE <b>12/20/01</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO.
			9B. DATED (SEE ITEM 11)
		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 4</b>
			10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE			

# 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

## 12. ACCOUNTING AND APPROPRIATION DATA (If required)

N/A

## 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

The period of performance is hereby extended to 2/28/02. As the result of delays beyond the contractor's control additional time is required for the completion of previously assigned work under this Task Order. All other terms, conditions, and costs previously negotiated remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (If required)		16A. NAME AND TITLE OF CONTRACTING OFFICER (If type or grade)	
		<b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Charles K. Hayes</i> (Signature of Contracting Officer)	16C. DATE SIGNED <b>DEC 20 2001</b>
(Signature of person authorized to sign)			

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

20-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0004

### Summary Information

Title: Analytical Support PM 2.5  
Period of Performance: From: 02/01/01  
To: 02/28/02  
Award Date: 02/01/01  
Total Funding: \$277,566.00

### Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - PM1004	Estimated Cost	
	Fixed Fee	
Total:		\$162,000.00
FY2001 - PM1060	Estimated Cost	
	Fixed Fee	
Total:		\$29,000.00
FY2001 - PM1080	Estimated Cost	
	Fixed Fee	
Total:		\$86,566.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0004

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Phone Number: (404) 562-8374

Fax Number:

E-Mail Address:

### *The following item(s) have been added:*

#### ADMINISTRATIVE CONTRACTING OFFICER:

U.S. E.P.A.

Attn: CHARLES K. HAYES

61 FORSYTH STREET, SW

ATLANTA, GA 30303--310

Mail Code:

Phone Number: 404-562-8393

Fax Number:

E-Mail Address:

#### ORDERING OFFICER:

U.S. E.P.A.

Attn: CHARLES K. HAYES

61 FORSYTH STREET, SW

ATLANTA, GA 30303--310

Mail Code:

Phone Number: 404-562-8393

Fax Number:

E-Mail Address:

## Attachments

### *The following item(s) have been added:*

Attachment Name

-----  
Extension of POP

## TO Classification

### *The following changes have occurred:*

The Anticipated Expiration Date has changed from 01/31/02 to 02/28/02.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0003</b>	3. EFFECTIVE DATE <b>09/17/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10563</b>	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 4</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). <b>FAR Part 43</b>
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

This modification adds incremental funding of \$86,566.00 for a total of \$277,566.00. This action completely funds this Task Order.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)  <b>15B. CONTRACTOR/OFFEROR</b>		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
(Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Sam Jamison</i> (Signature of Contracting Officer)
			16C. DATE SIGNED <b>9-17-2001</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)

Prescribed by GSA  
FAR (48 CFR) 52.243

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0003

Lead PR Number: PR-R4-01-10563

### Summary Information

Title: Analytical Support PM 2.5  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$277,566.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
PM1080	01	E1	53P6	10102APM	00000000		4183	\$86,566.00	P

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - PM1004	Estimated Cost	
	Fixed Fee	
	Total:	\$162,000.00
FY2001 - PM1060	Estimated Cost	
	Fixed Fee	
	Total:	\$29,000.00
FY2001 - PM1080	Estimated Cost	
	Fixed Fee	
	Total:	\$86,566.00

**Redacted  
Exemption 4, CBI**

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>08/22/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10534</b>	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 4</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 48.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Adds incremental funding of \$29,000.00 for a total of \$191,000.00 incrementally funded. The negotiated task order amount is \$277,566.00.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>08/22/2001</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)

Prescribed by GSA  
FAR (48 CFR) 52.243

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0001

Lead PR Number: PR-R4-01-10534

### Summary Information

Title: Analytical Support PM 2.5  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$191,000.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
PM1060	01	E1C	53P1	10102APM	00000000		4183	\$29,000.00	C

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - PM1004	Estimated Cost	
	Fixed Fee	
Total:		\$162,000.00
FY2001 - PM1060	Estimated Cost	
	Fixed Fee	
Total:		\$29,000.00

**Redacted  
Exemption 4, CBI**

[M] - Modified

[A] - Added

### Procurement Management Roles

The following item(s) have been added:

ONLY THE CONTRACT LEVEL PO AND ALT. HAVE INVOICE APPROVAL AUTHORITY.

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: HERBERT C. BARDEN  
COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: (706) 355-8737  
Fax Number:  
E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: LINDA P. KIDD  
COLLEGE STATION RD

## Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0001

Lead PR Number: PR-R4-01-10534

ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8731

Fax Number:

E-Mail Address:

### ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8623

Fax Number:

E-Mail Address:

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES 1   1
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>03/30/01</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO.	
			9B. DATED (SEE ITEM 11)	
		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 4</b>	
			10B. DATED (SEE ITEM 13) <b>02/07/01</b>	
CODE FACILITY CODE				

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

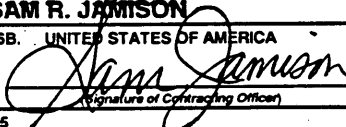
(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 44
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Subcontract consent is granted for the leasing of two (2) Vans from Brack Rowe Chevrolet Company @ \$20,452.88 per vehicle for a period of 36 months for a total not to exceed \$40,905.76.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

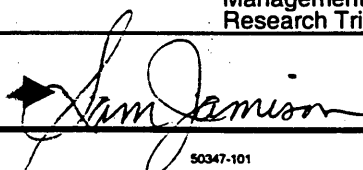
15A. NAME AND TITLE OF SIGNER (Appropriation)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		<b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)			<b>3-30-01</b>
		(Signature of Contracting Officer)	

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

PREVIOUS EDITION UNUSABLE

ORDER FOR SUPPLIES OR SERVICES				PAGE 1 OF 16 PAGES	
<b>IMPORTANT:</b> Mark all packages and papers with contract and/or order numbers.					
1. DATE OF ORDER 02/01/01		2. CONTRACT NO. (If any) 68-W-01-009		3. ORDER NO. 00004	
				4. REQUISITION/REFERENCE NO. PR-HQ-00-10658	
5. ISSUING OFFICE (Address correspondence to)  U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303			6. SHIP TO: (Consignee and address, ZIP Code)  Mike Birch TOPO 980 College Station Road ATHENS, GA 30605		
7. TO: CONTRACTOR (Name, address and ZIP Code)  INTEGRATED LABORATORY SYSTEMS, INC. P. O. Box 13501 Research Triangle Park, NC 27709			8. TYPE OF ORDER  <input type="checkbox"/> A. PURCHASE — Reference your _____  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:  <input checked="" type="checkbox"/> B. DELIVERY — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
9. ACCOUNTING AND APPROPRIATION DATA  See Attached			10. REQUISITIONING OFFICE Same as Block 6		
			11. BUSINESS CLASSIFICATION (Check appropriate box(es))  <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> OTHER THAN SMALL <input type="checkbox"/> DIS-ADVANTAGED <input type="checkbox"/> WOMEN-OWNED		
12. F.O.B. POINT Same as Block 6		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
13. PLACE OF INSPECTION AND ACCEPTANCE Same as Block 6				16. DISCOUNT TERMS N/A	
17. SCHEDULE (See reverse for Rejections)					
ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	See Attached				
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
21. MAIL INVOICE TO: (Include ZIP Code)		Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711		22. UNITED STATES OF AMERICA BY (Signature) 	
SEE BILLING INSTRUCTIONS ON REVERSE		23. NAME (Typed) SAM JAMISON		24. GRAND TOTAL \$277,566.00	
				17(H). TOT. (Cont. pages) 17(I). GRAND TOTAL	

January 26, 2001

**ESAT Task Order Document No. 4 Analytical Support  
PM<sub>2.5</sub> FRM Performance Evaluation Program Field/Laboratory Support Services  
Period of Performance 2/1/2001 - 12/31/2001**

**PURPOSE**

The purpose of this Task Order (TO) is to implement a Federal Reference Method (FRM) performance evaluation on established ambient air field instruments used to monitor particulates with an aerometric diameter of 2.5 microns or less (PM<sub>2.5</sub>).

The contractor shall perform and provide field support to EPA Region 4 and laboratory support services to the EPA Region 1, 2, 3, 4, 6 or other government entities under the provisions of the Statement of Work (SOW) Task Area I, Section A, C, D and E, Task Area III, Task Area IV, Task Area V and other applicable support functions, including equipment maintenance and repair and health & safety and environmental compliance activities outlined in the SOW and Standard Operating Procedures (SOP) listed later in this document. The Contractor shall perform site or project specific work as described below or on Technical Direction Forms (TDFs) at any time during the duration of the TO. The contractor shall prepare and perform quantitative analyses of samples as described in the contract SOW (Task Area I, Section A, C, D and E). In addition, the contractor shall manage and control sample log-in, sample tracking, chain-of-custody, maintain databases, prepare bench sheets, prepare backlog reports and track sample analysis projections for the analyses ordered by this task order or subsequent TDFs for samples received from field activities in EPA Regions 1, 2, 3, 4, 6 or other government agencies. This function is described in the contract SOW Task Area III.

The contractor shall provide all labor, equipment (accept on GFP list), maintain all equipment, consumables, supplies, and material necessary to accomplish the task order. See the section on **SOPs and Guidelines Available to the Contractor**.

**STATEMENT OF WORK:**

**TASK 1: Task Order Management:**

The contractor shall track the status of tasks and labor hours and charges for each task under this TO, including site-specific projects, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a TDF.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their ~~completion and to address relevant administrative and technical issues.~~

The contractor shall submit all deliverables required under this TO and Attachment 2 of the contract SOW through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not

have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

#### **Deliverables:**

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on a weekly basis for the preceding week period.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

#### **TASK 2: Field Implementation Support:**

The contractor shall perform all field activities utilizing the field methods, as specified in the SOPs listed at the end of this task, under the heading, "Documentation." A brief description of the field activities is given below:

- ▶ The contractor shall ensure that all personnel performing work under this task have received appropriate training and have been certified by EPA to perform field activities under this task. Details concerning training and certification are provided in Task 6 of this TO.
- ▶ The contractor shall receive sample filters from the National Filter Distribution Program and store them appropriately until use.
- ▶ The contractor shall transport a portable PM<sub>2.5</sub> Federal Reference Method (FRM) performance evaluation sampling device to an established PM<sub>2.5</sub> site, assemble the instrument, collocate the sampler, perform verifications (calibration, if necessary,) install a filter and operate the instrument at the same 24-hour sampling mode (midnight to midnight) as the routine instrument. If scheduling allows, the operator will leave this location to set up an additional 24-hour performance evaluation sampling device (midnight to midnight) at another routine sampling location. If the schedule does not allow for another set up, the operator may perform additional activities specified in the TO or TDF. The contractor shall return to each site after the 24-hour sampling time, download the stored electronic monitoring data and record any additional required field information, remove and properly store the filter for transport, and disassemble the instrument. The contractor shall properly package the filter, the appropriate electronic data and hardcopy forms for transport to the pre-determined EPA Regional laboratory.

Field sites and tasks at those sites will be assigned to the contractor for field support by means of TDFs issued and approved by the TOPO and PO. The contractor may be required to attend meetings or conference calls with the TOPO and state personnel for planning and coordinating field activities. All work shall be completed in accordance with the instructions of the TDFs, including all referenced SOPs and documentation. No deviations from the required work or SOPs, instructions, or other procedures specified in TDFs, shall be made without prior receipt of alternate technical direction issued in accordance with the contract.

As part of the routine field activities associated with set up of the portable PM<sub>2.5</sub> FRM performance evaluation sampling device, the contractor shall make observations of the physical characteristics of the monitoring location and fill out a "Site Evaluation Checklist." The contractor should note that each monitoring location will be visited four times annually. The checklist is required for each visit. Photographs may be required.

The contractor shall perform field QA/QC related activities as associated with this task, such as testing and calibration of samplers and ancillary equipment, calibrations, collocations, implementing field blanks, review of field data, entry of data into logbooks, preparation of chain-of-custody reports and deliverables, as specified in TDFs.

It is anticipated that the above field activities shall be performed at approximately forty three (43) sites (157 site visits) throughout Region 4 on an annual basis. See Attachment PM<sub>2.5</sub> Federal Reference Method **Performance Evaluation Schedule for 2001 sites. Quarterly collocation studies of each of eight samplers** shall be performed in accordance with the above-referenced requirements for an approximate three-day period. In addition, seven (7) sampling events shall be conducted each quarter (sampling every two weeks) as part of the 177-Hour Sampling Study, as well as, filters will be pre- and post weighed for the States of Maine and Texas.

### **Documentation:**

#### **SOPs and Guidelines Available to the Contractor:**

ESAT shall perform activities under this task in accordance with the methods described in the following documents, except when alternative procedures are specified in TDFs:

- ▶ PM<sub>2.5</sub> FRM Performance Evaluation Program for Field Standard Operating Procedures

This SOP pertains to the following subject areas:

- site visit scheduling
  - equipment inventory and maintenance
  - filter receipt (from lab)/ storage/tracking
  - chain-of -custody
  - calibration/verification
  - monitor set-up/filter installation
  - filter removal/storage/shipping
  - data download/storage/transfer
  - QA/QC
  - monitor disassembly/packing
  - documentation /filing/records
- ▶ PM<sub>2.5</sub> FRM Performance Evaluation Program Laboratory Standard Operating Procedures
  - ▶ Implementation Plan: PM<sub>2.5</sub> Federal Reference Method Performance Evaluation Program
  - ▶ Quality Assurance Guidance Document 2.12: Monitoring PM<sub>2.5</sub> in Ambient Air Using designated Reference or Class I Equivalent Methods
  - ▶ PM<sub>2.5</sub> FRM Performance Evaluation Program Quality Assurance Project Plan
  - ▶ Monitor-specific operating manuals

Each of the documents listed above is available through the Internet at the following address:

[www.epa.gov/ttn/amtic/pmq4.html](http://www.epa.gov/ttn/amtic/pmq4.html)

### **Deliverables**

The contractor shall submit interim and/or final deliverables as specified below for each assigned project:

**Filters and appropriate data, field forms, and chain of custody forms shall be completed in accordance with the instructions contained in the above-referenced SOPs and shipped within eight (8) hours of filter retrieval via overnight delivery service to the EPA Region 4 laboratory facility, or as specified in TDFs. A field package consisting of electronic sampler data, field sheets, field notes (copy), and chain-of-custody forms (copy) shall be delivered to the PO and TOPO. Documentation to be included in the deliverables**

package may be specific to the site or the support requested and will be detailed in the TDFs or referenced SOPs. Contractor personnel must sign and date all field sheets, field logbooks, and chain-of-custody forms.

On a weekly basis, the contractor shall submit to the PO and TOPO a field status report, indicating the work completed during the prior week. In addition, the report should note any problems found with implementation, equipment, or supplies during the week.

A completed "Site Evaluation Checklist" should be submitted to the TOPO within two weeks of the site reconnaissance.

Any photographs requested should be submitted to the TOPO within two weeks of the site reconnaissance. Each photograph must be clearly identified with the date and time the photo was taken, the monitoring location depicted in the photo, and the view represented in the photo. The contractor should carefully store all photographic negatives, so that additional prints may be supplied if requested by EPA.

The contractor shall provide and maintain the consumable inventory and all equipment provided in the GFP attachments of the contract SOW. The consumables are referenced in the following sections of

FRM PEP field SOP Section 2, Table 2-1  
PEPF-2.01

- Impactor Oil
- Impactor filters (37 mm diameter glass fiber)
- Min/Max Thermometers
- Cold Packs (ice substitutes)
- electric Transport coolers
- Silicone grease
- Cellular phones
- Wooden Shims for leveling the samplers
- Tools box with assorted tools, screws, nuts and bolts, measuring tapes (metric)
- Flashlight batteries
- Tie down cables/cords, etc..
- Tie wraps
- Duct tape
- Hand calculator
- Spare O-rings
- Spare sampler batteries
- Fuses
- Spare in-line filters
- Spare impactor(s)
- Low-lint lab wipes
- Antistatic 9"x12" bags**
- Soft brush
- Deionized water
- Isopropyl alcohol
- Penetrating oil

Lint-free pipe cleaners  
Safety in, dental picks  
Lint-free cotton-tip swabs

### **PM2.5 Task 3 Laboratory Analysis Support**

In support of the FRM Performance Evaluation Program the contractor shall prepare sample filters and perform gravimetric analyses of approximately 2279 particulate filters during the period of 2/01/2001 through 12/31/2001, utilizing the analytical methods specified in the SOPs and the Quality Assurance Plan, indicated in the Purpose. Analyses may also include QA/QC samples. See Attachment Two PM2.5 Eastern Region, Projected Filter Use for 2001. All work is to be completed in accordance with the SOPs and any modifications specified by TDF. **The contractor shall perform all laboratory activities utilizing the laboratory methods as specified in the SOPs for this activity.**

- ▶ The contractor shall ensure that all personnel performing work under this TO have received appropriate training and have been certified to perform laboratory activities under this Task. Details concerning training and certification are provided in Training section of this Task Order.

### **Pre-sampling Activities**

- ▶ Filters will be received from EPA by on the schedules as supplied by the Regions and examined for integrity based upon EPA approved SOPs.
- ▶ Filters will be equilibrated and weighed according to SOPs, and entered into the PE database.
- ▶ Filters will be prepared for field activities or stored according to SOPs.
- ▶ The laboratory will develop and maintain an inventory of shipping supplies which would include containers, cold packs, max/min thermometers, and chain-of-custody requirements/documentation.
- ▶ Filters will be received in the laboratory, checked for integrity (damage, temperature, etc.) and logged in.
- ▶ Filters will be maintained in the weighing lab until needed to fill a request.
- ▶ Filter batches will be equilibrated for a minimum of 24-hours (per SOPs).
- ▶ Filters will be weighed according to SOPs and data entered.

### **Post-Sampling Activities**

- ▶ Filters will be refrigerated ( $\leq 4^{\circ}\text{C}$ ) until an appropriate number is ready for batching.
- ▶ Filter batches will be brought into weighing facility and equilibrated for a minimum of 24-hours (per SOPs).
- ▶ Filters will be weighed according to SOPs and data entered.
- ▶ Field/lab data will be entered into data entry system in order to calculate a concentration.
- ▶ Required data will be transferred to the AIRS database.
- ▶ Filters will be stored in archive for one year at  $4^{\circ}\text{C}$  and two years at ambient room temperature.

**The contractor shall perform QA/QC related activities as associated with this task, such as calibrations, implementing blanks, duplicates, and QC checks, review of data and control charts, logbooks, chain-of-custody reports and deliverables.**

### **Deliverables for Laboratory Support:**

Sample filters will be delivered to the proper holding area or analyst as specified. Lab bench sheets/entry forms must be delivered and must indicate all appropriate procedures, weights, volumes, and standards used (lot numbers, traceability of standards must be in lab notebooks), times started and completed. The contractor personnel must sign and date all bench sheets or lab notebooks as specified in the SOPs.

After completion of a sample batch, the contractor shall submit the completed preparation or analysis record package to the TOPO. Documentation to be included in the deliverables package will be as specified in the SOPs.

Upon receipt of samples, the contractor will inform the TOPO of any problems with sample integrity, sample condition, or accompanying sample paperwork. The TOPO will evaluate the problem and provide alternate technical direction, if needed.

On a weekly basis, submit to the TOPO, a lab status report for samples, indicating the work completed, work pending and estimated completion dates for active projects. In addition, note any problems found with equipment or supplies during the week.

For each batch of samples the submission of deliverables will be required as listed below:

Filters and accompanying field paperwork will be shipped directly to the laboratory by field personnel. Upon completion of a batch analyses, a laboratory package consisting of electronic sampler data, field sheets/notes, chain-of-custody forms and laboratory documentation shall be

The inventory of consumable equipment expected to be purchased by the contractor is listed in the following sections of the SOPs:

FRM PEP Lab SOP Section 3

PEPL-3.01

Chart paper and pens  
cleaning supplies  
Antistatic bags 3"x5' and 9"x12" re-closeable  
Powder-free antistatic gloves  
Polonium Strips  
Petri-Slides  
Staticide  
Alcohol  
Low-lint wipes  
Diskettes  
Tacky Mats  
Printer Cartridges  
AA batteries  
Light table bulb

#### **PM2.5 Task 4 QA/QC Support and Other Related Activities**

The contractor shall perform the following QA/QC support and other related activities:

Filter Tracking- The contractor shall track filters shipped to and received from the field and track samples through the analytical process.

SOPs- As specified by the TDF or on an annual basis, the contractor shall review all SOPs guidance documents and protocols used by the contractor for the performance of work specified in the Laboratory and Field Support of this Task Order. The contractor shall provide comments on proposed changes to the TOPO.

QAPP - As specified by the TDF or on an annual basis, the contractor shall review the Performance Evaluation Program QAPP used by the contractor for the performance of work. The contractor shall provide comments on proposed changes to the TOPO.

In addition, the contractor shall be required to perform laboratory-related activities which are necessary to support EPA QA requirements consistent with this contract SOW such as analyses of QA/QC samples and statistical analyses of analytical results. Specific instructions will be given by TDF.

**Deliverables for QA/QC Support and Other Related Activities:**

The contractor shall submit to the PO and TOPO by December 31, 2001, or in accordance with a TDF, a list of proposed changes to the field and laboratory SOPs and QAPPs. The list shall include the most recent date and version of the documents and the most recent date of review by the contractor.

The contractor shall submit to the PO and TOPO a weekly report of filter receipt and shipment for the prior week.

**PM2.5 Task 5 Administrative Management Activities**

This task order is a "buy-in" funded by OAQPS (103 Grant) monies. This task order's costs shall be tracked separately and the internal, administrative and management activities necessary to effectively perform the services required by this support shall be included in these costs. The contractor shall break out from their monthly activity report the description of work accomplished under this TO and deliver a copy of it to the PO.

**Deliverable for Administrative:**

Monthly financial and status reports delivered to PO with the monthly contract reports.

**Pm2.5 Task 6 Maintenance and Repair of Facilities and Equipment and Health & Safety and Environmental Compliance Activities**

**Laboratory Support:**

**The Contractor shall maintain the laboratory facility by performing routine instrument and equipment maintenance, calibrations and certifications (per SOP), cleaning and preparation of glassware and equipment, and sample custodial duties.**

The Contractor shall fulfill all SHEMP health & safety and environmental compliance responsibilities

related to the fixed or mobile laboratories, including inspection of fume hoods, attainment and maintenance of required certifications, maintenance of fire extinguishers, etc.

**Field Support:**

The contractor shall assure the availability of an appropriate vehicle(s) to perform all required activities of this Task Order. The contractor shall maintain the equipment, including the support vehicles, in road-ready condition to allow deployment for field projects on a continuous basis. Example activities include: maintenance and repairs to the vehicles such as tune-ups, tire, fluid and other routine checks; installation of instruments and gases; and electrical repairs. The contractor shall perform routine field instrument and equipment maintenance, calibrations, verifications and certifications, cleaning and preparation of equipment, and sample custodial duties, minor repairs and sampler overhauls in accordance with applicable SOPs. The contractor shall maintain a continuous repair and maintenance log for each portable sampler.

**Deliverable for Maintenance, Health & Safety and Environmental Compliance Activities:**

Laboratory maintenance and health and safety and environmental compliance shall be included in the monthly status reports.

The contractor shall keep a repair and maintenance log for each vehicle and portable sampler. On the 10<sup>th</sup> of each month, the contractor shall submit to the TOPO, a photocopy of the previous month's entries into the repair and maintenance log for each piece of equipment.

**Pm2.5 Task 7 Training:**

The contractor shall ensure that all employees performing work under this TO have been provided any and all health & safety training required by law or regulation, or EPA regional policy.

EPA requires that all personnel performing laboratory work under this task order must receive specific training covering all aspects of the analytical work, including associated QA/QC activities. The contractor will be required to send all personnel anticipated to be assigned to this task order to one of the national training sessions. Upon successful completion of the training program, personnel will be certified to perform analytical work under this task order. No personnel may perform analytical work under this Task Order without prior certification by EPA. Details concerning specific dates and locations of training sessions will be provided to the contractor via TDF. In addition, the TDF may authorize the attendance of back-up personnel at the training sessions.

In the event of personnel changes, the contractor should contact the TOPO to arrange for training and certification of new personnel.

The contractor may also be directed by TDF to attend other training such as operation/maintenance training **for specialty equipment and instruments, or other EPA specific training required to perform tasks under this task order.**

**ATTACHMENT**  
**PM2.5 Federal Reference Method Performance Evaluation Schedule**  
**2001 Scheduled Sites**

**43 Sites Total and 164 Site Visits - February 1 through December 31, 2001**

**Alabama (01) 4 Sites**

Birmingham - Wylam  
Ashland  
Mobile - St Thomas  
Fairhope

**Florida (12) 7 Sites**

West Palm Beach  
Hollywood  
Pompano Beach  
Hialeah  
Pensacola - 0330025  
Pensacola - 0330004  
Pensacola - 0330026

**Georgia (13) 6 Sites**

Rome  
Yorkville  
Kennesaw National Guard  
Forest Park - Clayton  
East Point  
Atlanta - 1210039

**Kentucky (21) 4 Sites**

Shepherdsville  
Louisville - 0048Ap  
Bowling Green  
Elizabethtown

**Mississippi (28) 5 Sites**

Pascagoula  
Gulfport  
Picayune  
Hattiesburg

Laurel

**North Carolina (37) 7 Sites**

Goldsboro  
Jacksonville  
Kenansville  
Greenville  
Elizabeth City  
Spruce Pine  
Cherokee Reservation

**South Carolina (45) 4 Sites**

Charleston - FAA  
Charleston - CPW  
Beaufort  
Greenville - EQC

**Tennessee (47) 6 Sites**

Hendersonville  
Nashville - Wright  
Clarksville  
Chattanooga - Downtown  
Knoxville - Spring Hill  
Knoxville - Rule High School

( ) - Indicated State AIRS Code

**ATTACHMENT TWO**  
**PM2.5 Eastern Region, Projected Filter Use for 2001**  
**Total Routine, Collection and QC Filters**

Region 1	238
Region 2	238
Region 3	246
Region 4	458
Region 6	477
Region 10	63
Study Filters	339
QC Filters	220
<b>Total</b>	<b>2279</b>

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0006	3. EFFECTIVE DATE 01/31/02	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 3 10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

N/A

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

The period of performance is hereby extended to 2/28/02. As the result of delays beyond the contractor's control additional time is required for the completion of previously assigned work under this Task Order. All other terms, conditions, and costs previously negotiated remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		CHARLES K. HAYES	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)			JAN 31 2002
		(Signature of Contracting Officer)	

MIN 7549-01-153-8000

PREVIOUS EDITION UNUSABLE

-30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 0003, Mod: 0006

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 02/28/02  
Award Date: 02/01/01  
Total Funding: \$175,365.00

### Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
	Total:	\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
	Total:	\$46,200.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
	Total:	\$39,600.00
FY2002 - DT2021	Estimated Cost	
	Fixed Fee	
	Total:	\$3,365.00
FY2002 - F0R005	Estimated Cost	
	Fixed Fee	
	Total:	\$20,000.00
FY2002 - F0R023	Estimated Cost	
	Fixed Fee	
	Total:	\$20,000.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0005	3. EFFECTIVE DATE 01/25/02	4. REQUISITION/PURCHASE REQ. NO. PR-R4-02-10084	5. PROJECT NO. (If applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 3 10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.  
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22 "Limitation of Funds"

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

Incremental funding of \$3,365.00.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		CHARLES K. HAYES	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA	15C. DATE SIGNED
(Signature of person authorized to sign)		Charles K. Hayes	JAN 25 2002
		(Signature of Contracting Officer)	

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 0003, Mod: 0005

Lead PR Number: PR-R4-02-10084

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$175,365.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505	\$3,365.00	P

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
Total:		\$39,600.00
FY2002 - DT2021	Estimated Cost	
	Fixed Fee	
Total:		\$3,365.00
FY2002 - F0R005	Estimated Cost	
	Fixed Fee	
Total:		\$20,000.00
FY2002 - F0R023	Estimated Cost	
	Fixed Fee	
Total:		\$20,000.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0004	3. EFFECTIVE DATE 12/06/01	4. REQUISITION/PURCHASE REQ. NO. PR-R4-02-10047	5. PROJECT NO. (If applicable)
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 3
		10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**  
 Incremental funding of \$20,000.00.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Charles K. Hayes</i> (Signature of Contracting Officer)	16C. DATE SIGNED <b>DEC 10 2001</b>

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 0003, Mod: 0004

Lead PR Number: PR-R4-02-10047

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$172,000.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
F0R023	02	T	72F	50102D	HQ00LA00		2505	\$20,000.00	C

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
Total:		\$39,600.00
FY2002 - F0R005	Estimated Cost	
	Fixed Fee	
Total:		\$20,000.00
FY2002 - F0R023	Estimated Cost	
	Fixed Fee	
Total:		\$20,000.00

Redacted  
Exemption 4, CBI

[M] - Modified

[A] - Added

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0003	3. EFFECTIVE DATE 10/18/01	4. REQUISITION/PURCHASE REQ. NO. PR-R4-02-10014	5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(/)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	/	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 3
		10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(/)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Incremental funding of \$20,000 and listing of TO CORs.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15B. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		SAM R. JAMISON	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA	15C. DATE SIGNED
(Signature of person authorized to sign)		<i>Sam Jamison</i>	10-18-01
		(Signature of Contracting Officer)	

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)

Prescribed by GSA  
FAR (48 CFR) 52.243

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 0003, Mod: 0003

Lead PR Number: PR-R4-02-10014

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$152,000.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
F0R005	02	T	72F	50102D	HQ00LA00		2505	\$20,000.00	C

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
Total:		\$39,600.00
FY2002 - F0R005	Estimated Cost	
	Fixed Fee	
Total:		\$20,000.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

Approved Task Order Contracting Officer Representatives (TOCORs) to give technical direction:

Elmer Akin, Denise Goddard, Cindy Gurley, Jack McConney, and Lynn Wellman.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>07/11/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10485</b>		5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 3</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Incremental funding of \$39,600.00**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>7-12-01</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 0003, Mod: 0002

Lead PR Number: PR-R4-01-10485

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$132,000.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr. #	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
F0R086	01	T	72F00LA	50102D	HQ00LA00		2505	\$39,600.00	C

### Funding Breakout

Acct. Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$46,200.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
Total:		\$39,600.00

**Redacted  
Exemption 4, CBI**

[M] - Modified

[A] - Added

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>05/08/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10434</b>		5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region IV Procurement Section 14th Floor Atlanta Federal Center 61 Forsyth St., SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>ILS P.O. Box 13501 RTP, NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 3</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**  
**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**


**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**  
**Incremental funding for QA/QC Support.**

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>5-8-2001</b>

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 00003, Mod: 0001

Lead PR Number: PR-R4-01-10434

### Summary Information

Title: SF QA/QC Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$92,400.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
F0R051	01	T	72F	50102D	HQ00BM00		2505	\$46,200.00	P

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
	Total:	\$46,200.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
	Total:	\$46,200.00

**Redacted  
Exemption 4, CBI**

[M] - Modified  
[A] - Added

### Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: JOHN S. HALL  
COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: 706-355-8615  
Fax Number:  
E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: ARCHIE L. LEE  
COLLEGE STATION RD

## SF QA/QC Support

Contract: 68-W-01-009, Task Order: 00003, Mod: 0001

Lead PR Number: PR-R4-01-10434

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number:

E-Mail Address:

### ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN P. MCCONNEY

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8555

Fax Number:

E-Mail Address:

# ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 9 PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 02/01/01 2. CONTRACT NO. (If any) 68-W-01-009 3. ORDER NO. 00003 4. REQUISITION/REFERENCE NO. PR-HQ-00-10658

5. ISSUING OFFICE (Address correspondence to) U.S. EPA Region IV  
Procurement Section 14th Floor Atlanta Federal Center  
61 Forsyth St., SW  
Atlanta, GA 30303

6. SHIP TO: (Consignee and address, ZIP Code) Mike Birch  
TOPO  
980 College Station Road  
ATHENS, GA 30605

SHIP VIA:

7. TO: CONTRACTOR (Name, address and ZIP Code) INTEGRATED LABORATORY SYSTEMS,  
INC.  
P. O. Box 13501  
Research Triangle Park, NC 27709

8. TYPE OF ORDER  
☐ A. PURCHASE — Reference your \_\_\_\_\_  
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:  
☒ B. DELIVERY — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA See Attached

10. REQUISITIONING OFFICE Same as Block 6

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

12. F.O.B. POINT Same as Block 6

13. PLACE OF INSPECTION AND ACCEPTANCE Same as Block 6

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)

16. DISCOUNT TERMS N/A

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	See Attached					
	FUNDS WERE PREVIOUSLY OBLIGATED ON CONTRACT AWARD.					
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.		17(H). TOT. (Cont. pages)	
	21. MAIL INVOICE TO: (Include ZIP Code)	Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711			\$175,365.00	17(I). GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature)

23. NAME (Typed)

SAM JAMISON

January 26, 2001 (10:52AM)

**Statement of Work**  
**Task Order No. 003**  
**QA/QC Support**  
**Period of Performance 2/1/2001 - 1/31/2002**

**PURPOSE**

The purpose of this Task Order (TO) is to provide Superfund quality assurance (QA) and quality control (QC) data review/validation of biological/risk assessments and review of other analytical QA-related documents, such as QA Project Plans (QAPPs) and Sampling and Analysis Plans, or analytical methodologies, technical support to EPA for laboratory/field review and data validation of oversight programs.

The contractor shall perform and provide data review support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) **Task Area IV, QA/QC Support**. See **Attachment 1 QA/QC & Risk Assessment Support** for Region 4's expected number of requests for each task listed below.

**STATEMENT OF WORK:**

**Task 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5, and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a TDF.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall ~~assume that each deliverable is accurate and complete, technically sound, and free of clerical errors.~~ A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the

completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

#### **Deliverables:**

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the contract Attachment 2, Reports of Work for this TO.

#### **Task 2: Preparation and Review of Biological Assessments**

The contractor shall provide QA/QC technical reviews of RI/FS work plans, RI/FS reports, risk assessment reports and RODs developed during remediation or pre-remediation activities in accordance with prescribed U.S. EPA Region 4 procedures. The Contractor shall perform the following activities in accordance the with following guidance documents: Ecological Risk Assessment Guidance for Superfund: Process for Designing and Conducting Ecological Risk Assessments, (review draft) EPA/ERT 9/26/94; Supplemental Guidance to RAGS: Region IV Bulletins for Ecological Risk Assessments, EPA/OHA 11/95 ~~or any and all revisions~~. Occasional site visits to conduct site assessments and participate in sample collection efforts in support of the ecological risk assessments shall be required. Travel to provide on-site assessment and attend meetings concerning certain sites may be required.

#### **Deliverables:**

Critical technical review of documents that include and relate to the ecological risk assessment for

hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

**Task 3: Preparation and Review of Quality Assurance Related Documents or Materials:**

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

The contractor shall provide technical support to the EPA in the review of CLP, non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

**Deliverables:**

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

**Task 4: Training:**

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, risk assessments, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training and deliverables.

**Task 6: EPA Sponsored Meetings/Workshops/Conferences**

If this Task Order requires Contractor support for an EPA sponsored meeting, workshop, or conference, the following shall apply:

EPA meetings shall be held in Federal facilities whenever available. EPA is required to notify GSA when the Agency has a short term need for meeting facilities and such facilities are not available within the Agency [FPMR 101-17.101-4]. The EPA PO will determine and then advise the Contractor when Federal facilities are not available. The PO will also notify GSA or the appropriate authority and advise the Contractor if the space cannot be provided..

Except for Contractor or subcontractor personnel necessary for performance of the work called for by this Task Order, the cost of travel, food, lodging, etc. for other participants or attendees shall not be an allowable cost under this contract.

The cost of beverages, food, refreshments, etc. consumed by the participants or attendees shall not be an allowable charge under this contract.

Registration fees must be approved prior to attendance by the Contracting Officer. (If approved, fees collected must be accounted for and turned over to the EPA Finance Office. They may not be used to offset any of the cost for performing the contract.) For this Task Order, no registration fees are approved.

**Attachment 1  
QA/QC & Risk Assessment Support**

RISK ASSESSMENT	PROGRAMS	ISSUES	REGIONS	WATER	WISCONSIN (CHP)	TMDL	WADEL STREAMS	US FISH	BROAD RIVER	WATER	ADMIN TOP
Documents Reviewed	58	55	3								
Site Visits	6	5	1								
QAPP Reviews	15	15									
Sampling & Analysis Plan Reviews	0										
Data Reviews for Data Validation Oversight	35	20	10	5							
QA Document Reviews (SQP's, Scope of Work, Etc.)	10	10									
Technical Support for Lab or Field Reviews	5	5									
<b>TOTAL RISK ASSESSMENTS</b>	<b>110</b>	<b>110</b>	<b>10</b>	<b>5</b>							

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0005</b>	3. EFFECTIVE DATE <b>See Block 16C</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)	
6. ISSUED BY <b>U.S. EPA R4 Procurement Section, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>	CODE	7. ADMINISTERED BY (if other than item 6)	CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO.	
			9B. DATED (SEE ITEM 11)	
		✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 2</b>	
			10B. DATED (SEE ITEM 13) <b>02/01/01</b>	
CODE	FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (if required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) <b>FAR 52.232-22 "Limitation of Funds"</b>

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**This modification hereby transfers funding in the amount of \$36,606 from Task Order 0002 to Task Order 0016.**

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)  _____		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED  _____	16B. UNITED STATES OF AMERICA <b>Charles K. Hayes</b> (Signature of Contracting Officer)	16C. DATE SIGNED <b>AUG 6 2002</b>

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)

Prescribed by GSA  
FAR (48 CFR) 52.243

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0004	3. EFFECTIVE DATE 01/31/02	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)
6. ISSUED BY U.S. EPA R4 Procurement Section, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303	CODE	7. ADMINISTERED BY (if other than Item 6)	CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 2 10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (if required)**

N/A

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

The period of performance is hereby extended to 2/28/02. As the result of delays beyond the contractor's control additional time is required for the completion of previously assigned work under this Task Order. All other terms, conditions, and costs previously negotiated remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Representative)		15A. NAME AND TITLE OF CONTRACTING OFFICER (Representative)	
		CHARLES K. HAYES	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA	15C. DATE SIGNED
(Signature of person authorized to sign)		Charles K. Hayes (Signature of Contracting Officer)	JAN 31 2002

# DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0004

## Summary Information

Title: DATA VALIDATION/DATA SUPPORT  
Period of Performance: From: 02/01/01  
To: 02/28/02  
Award Date: 02/01/01  
Total Funding: \$531,280.00

## Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - FOR007	Estimated Cost	
	Fixed Fee	
Total:		\$179,025.00
FY2001 - FOR051	Estimated Cost	
	Fixed Fee	
Total:		\$179,025.00
FY2001 - FOR086	Estimated Cost	
	Fixed Fee	
Total:		\$153,450.00
FY2002 - DT2021	Estimated Cost	
	Fixed Fee	
Total:		\$19,780.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0003</b>	3. EFFECTIVE DATE <b>01/09/02</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-02-10066</b>	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>U.S. EPA R4 Procurement Section, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>			(✓)	9A. AMENDMENT OF SOLICITATION NO.
				9B. DATED (SEE ITEM 11)
			✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 2</b>
				10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE				

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

Incremental funding in the amount of \$19780.00 is hereby added. This action fully funds this Task Order.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)  _____		15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED  _____	15B. UNITED STATES OF AMERICA <b>Charles K. Hayes</b> (Signature of Contracting Officer)	15C. DATE SIGNED <b>JAN 9 2002</b>

# DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0003

Lead PR Number: PR-R4-02-10066

## Summary Information

Title: DATA VALIDATION/DATA SUPPORT  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$531,280.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505	\$19,780.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
	Total:	\$153,450.00
FY2002 - DT2021	Estimated Cost	
	Fixed Fee	
	Total:	\$19,780.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>07/11/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10484</b>		5. PROJECT NO. (if applicable)
6. ISSUED BY <b>U.S. EPA R4 Procurement Section, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (if other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 2</b>
		10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Incremental funding of \$153,450.00**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>7-12-01</b>

# DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0002

Lead PR Number: PR-R4-01-10484

## Summary Information

Title: DATA VALIDATION/DATA SUPPORT  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$511,500.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
F0R086	01	T	72F00LA	50102D	HQ00LA00		2505	\$153,450.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
	Total:	\$153,450.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>05/08/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10433</b>		5. PROJECT NO. (if applicable)
6. ISSUED BY <b>U.S. EPA R4</b> <b>Procurement Section, 14th Floor, SNAFC</b> <b>61 Forsyth St, SW</b> <b>Atlanta, GA 30303</b>		7. ADMINISTERED BY (if other than item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 2</b> 10B. DATED (SEE ITEM 11) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (if required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**


(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Incremental Funding for Data Validation/Data Entry Support.**

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>5-8-2001</b>

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

## DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order:00002, Mod: 0001

Lead PR Number: PR-R4-01-10433

### Summary Information

Title: DATA VALIDATION/DATA SUPPORT  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$358,050.00

### Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
F0R051	01	T	72F	50102D	HQ00BM00		2505	\$179,025.00	P

### Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
	Total:	\$179,025.00

Redacted  
Exemption 4, CBI

[M] - Modified

[A] - Added

### Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: DEBORAH A. COLQUITT  
COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: 706-355-8804  
Fax Number:  
E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: JOHN P. MCCONNEY  
COLLEGE STATION RD

## DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order:00002, Mod: 0001

Lead PR Number: PR-R4-01-10433

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8555

Fax Number:

E-Mail Address:

### Subcontractor Consent

*The following item(s) have been added:*

Name	Type	Amount
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MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$255,607.00

PAGE	OF	PAGES
1	10	

1. DATE OF ORDER 02/01/01	2. CONTRACT NO. (If any) 68-W-01-009	3. ORDER NO. 00002	4. REQUISITION/REFERENCE NO. PR-HQ-00-10658
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**U.S. EPA Region IV  
Procurement Section 14th Floor Atlanta Federal Center  
61 Forsyth St., SW  
Atlanta, GA 30303**

Mike Birch  
TOPO  
980 College Station Road  
ATHENS, GA 30605

**7. TO: CONTRACTOR** (Name, address and ZIP Code)

**INTEGRATED LABORATORY SYSTEMS,  
INC.**  
P. O. Box 13501  
Research Triangle Park, NC 27709

☐ A PURCHASE — Reference your \_\_\_\_\_

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:

**[X] B.DELIVERY** — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

## 9. ACCOUNTING AND APPROPRIATION DATA

**See Attached**

10. REQUISITIONING OFFICE

10. REQUISITIONING OF  
Same as Block 6

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

<input checked="" type="checkbox"/> SMALL	<input type="checkbox"/> OTHER THAN SMALL	<input type="checkbox"/> DIS-ADVANTAGED	<input type="checkbox"/> WOMEN-OWNED

**12. F.O.B. POINT**  
Same as Block 6

14. GOVERNMENT B/L NO.

SMALL	TAGED
15. DELIVER TO F.O.B. POINT OF ORIGIN ON OR BEFORE (Date)	

16. DISCOUNT TERMS

13. PLACE OF INSPECTION AND ACCEPTANCE  
Same as Block 6

N/A

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	<p>See Attached</p> <p>FUNDS WERE PREVIOUSLY OBLIGATED ON CONTRACT AWARD.</p>					
<p>SEE BILLING INSTRUCTIONS ON REVERSE</p>	<p>18. SHIPPING POINT</p>	<p>19. GROSS SHIPPING WEIGHT</p>	<p>20. INVOICE NO.</p>			<p>17(H). TOT. (Cont. pages)</p>
	<p>21. MAIL INVOICE TO: (Include ZIP Code)</p> <p>Environmental Protection Agency Research Triangle Park Financial Management Cntr. (Mail Code MD-32) Research Triangle Park, NC 27711</p>				<p>\$531,280.00</p>	<p>17(I). GRAND TOTAL</p>
<p>22. UNITED STATES OF AMERICA BY (Signature)</p> <p><i>Sam Jamison</i></p>		<p>23. NAME (Typed)</p> <p>SAM JAMISON <i>Sam Jamison</i></p>				

January 26, 2001 (10:51AM)

**Statement of Work**  
**Task Order No. 002**  
**Data Validation/Data Entry Support**  
**Period of Performance 2/1/2001 - 1/31/2002**

**PURPOSE**

The purpose of this Task Order (TO) is to provide Superfund data review/validation and data entry support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide data review support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) **Task Area II, Data Review** and **Task Area III: Analytical Logistical Support**. See Attachment 1 Data Review for Region 4's expected number of requests for each task listed below. The Contractor shall perform the following activities in accordance with following guidance documents: the National Functional Guidelines for Data Review, Organic, EPA-540/R-99-008 (PB99-963506) October 1999, Inorganic, dated February 1994, and Region IV National Contract Laboratory Program (CLP) Data Review SOP, Revision 2.1 July 1999, Data Validation SOP for PCDD/PCDF by HRGC/HRMS Revision 2.0, dated October 1998, or any and all revisions of these documents. The guidelines, above, are available through the Internet at the following addresses:

CLP: <http://www.epa.gov/superfund/programs/clp/guidance.htm>

Region IV: [http://www.epa.gov/region4.sesd/sesdpub\\_guidance.html](http://www.epa.gov/region4.sesd/sesdpub_guidance.html)

**STATEMENT OF WORK:**

**TASK 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A

copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

#### **Deliverables:**

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

#### **Task 2: Data Validation:**

The contractor shall conduct technical review and validation of analytical data generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs), EPA field contractors, and other sources. EPA expects to request a comparison of the results of full manual validation against the validation results provided by Computer Aided Data Review and Evaluation (CADRE) for approximately 5% of the cases. In addition, full manual review of the Low Concentration Organics cases are provided in Attachment 1 Data Review.

The review of all data and documentation shall determine whether technical and contract requirements were met. Data packages shall be validated using referenced SOPs per guidance. The contractor shall provide sample Data Reports Forms or Form 1s with target compound amounts reported as specified in SOPs and appropriate data qualifiers added. Audits and quality assurance data review of data packages and electronic deliverables (e.g., diskettes, CD-ROM) will be performed, documented and reported according to standard operating guidance listed. Data packages will be submitted to the contractor for validation by the Task Order Project Officer (TOPO) through TDFs. The TOPO will specify in the TDF the type of data validation required (i.e., CADRE or full manual data validation).

The contractor shall examine the package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall perform electronic validation of deliverables (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation. The contractor shall follow the procedures described in the software program and SOPs to validate organic and inorganic data electronically for CLP data packages designated for electronic assessment/validation. This will include electronic validation of CLP organic and inorganic data packages, the upload of corrections based on the validation process, using CADRE, and the upload of validated data to CLP mainframe databases.

Upon completion of electronic validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents, marked up Form 1's, and/or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, % moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness,

conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

**Task 3: Data Entry:**

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

**Task 4. Performance Evaluation (PE) Sample Preparation:**

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for CLP and other sampling events.

The contractor shall provide documentation and chain-of-custody paperwork for PE samples shipped to specified laboratories as stated in the TO, SOPs and by the TDF.

**Task 5: Training:**

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of data review, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, data review technology, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

**Task 6: EPA Sponsored Meetings/Workshops/Conferences**

If this Task Order requires Contractor support for an EPA sponsored meeting, workshop, or conference, the following shall apply:

EPA meetings shall be held in Federal facilities whenever available. EPA is required to notify GSA when the Agency has a short term need for meeting facilities and such facilities are not available within the Agency [FPMR 101-17.101-4]. The EPA PO will determine and then advise the Contractor when Federal facilities are not available. The PO will also notify GSA or the appropriate authority and advise the Contractor if the space cannot be provided..

Except for Contractor or subcontractor personnel necessary for performance of the work called for by this Task Order, the cost of travel, food, lodging, etc. for other participants or attendees shall not be an ~~allowable cost under this contract~~.

The cost of beverages, food, refreshments, etc. consumed by the participants or attendees shall not be an allowable charge under this contract.

Registration fees must be approved prior to attendance by the Contracting Officer. (If approved, fees collected must be accounted for and turned over to the EPA Finance Office. They may not be used to offset any of the cost for performing the contract.) For this Task Order, no registration fees are approved.

**Deliverables:**

The contractor shall submit to the CO, PO, and TOPO SOPs for accomplishing the activities under this task with the TO Work Plan for EPA approval. For all data review tasks, the contractor shall prepare and submit to the TOPO a report, detailing results of the data review.

When revisions or corrections are required, the TOPO will return the data package to the contractor with written instructions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and re-submit the data package to the TOPO.

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE Samples. Other deliverables will be listed in the TDF.

The contractor shall submit to the PO and/or TOPO, for each designated data package, a report of differences and problems in performing the data validation for the evaluation of new or revised functional guidelines, in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall submit to the PO and/or TOPO, within schedules specified in the TDF, all CADRE User Reports prepared during evaluation of the CADRE software and an overall report of the software evaluation. All computer reports generated during evaluation of the software shall be identified and shall accompany this report. The contractor shall send copies of all CADRE User Reports, as they are prepared, directly to CADRE User Support.

The contractor shall submit to the PO and/or TOPO revised documents in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

Attachment 1  
Data Review

DATA CATEGORY	ALL DATA	SRI	PCN	MR	HOUSING (REP)	INDI	HEAD BEAMS	ITS FISH	BROAD BRIM	7' FISH	LOAN IN
Inorganic Samples	6,745	5,029	283	165		1,200	68				
Organic Samples	4,406	4,186	220								
Lo# Concentration Organic	500	500									
Dioxin Samples	310	310									
TOXIC SUBSTANCES RETRIEVED						1,200					
Samples Entered	8,789	8,466	323								
Samples Verified	9,965	9,420	545								
Organic Evidentiary Audits	336	329	7								
Inorganic Evidentiary Audits	308	281	21	3		2	1				
Other Evidentiary Audits	27	26	1								
Records Retrieved	10	10									
STATUS DATA RETRIEVED											

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0004</b>	3. EFFECTIVE DATE <b>See Block 16C</b>	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region 4 PROCUREMENT SECTION, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 1</b> 10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) <b>FAR 52.232-22 "Limitation of Funds"</b>

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**This modification hereby transfers funding in the amount of \$200,000 from Task Order 0001 to Task Order 0015.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15B. UNITED STATES OF AMERICA	
		16B. DATE SIGNED	
15B. CONTRACTOR/OFFEROR		16C. DATE SIGNED	
(Signature of person authorized to sign)		AUG 8 2002	
15C. DATE SIGNED		(Signature of Contracting Officer)	
		CHARLES K. HAYES	

NSN 7540-01-163-0070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)

Prescribed by GSA  
FAR (48 CFR) 52.243

# Superfund Analytical Support

Contract: 68-W-01-009, Task Order: 0001, Mod: 0004

## Summary Information

Title: Superfund Analytical Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$1,146,172.00

## Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
Base	DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505	(\$200,000.00)	

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$352,275.00
FY2001 - F0R051	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$352,275.00
FY2001 - F0R086	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$301,950.00
FY2002 - DT2021	[M] Estimated Cost	
	[M] Fixed Fee	
Total:		\$139,672.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

## TO Totals

The following item(s) have been modified:

Category	POP	From	By	To
Estimated Cost	Base Pd.	Redacted		
Fixed Fee	Base Pd.	Exemption 4, CBI		

## TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$1,346,172.00 to \$1,146,172.00.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0003</b>	3. EFFECTIVE DATE <b>01/09/02</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-02-10065</b>	5. PROJECT NO. (if applicable)
6. ISSUED BY <b>U.S. EPA Region 4 PROCUREMENT SECTION, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (if other than item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 1</b> 10B. DATED (SEE ITEM 13) <b>02/01/01</b>

CODE FACILITY CODE	
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**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (if required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

Incremental funding in the amount of \$339,672.00 is hereby added. This action fully funds this Task Order.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		<b>CHARLES K. HAYES</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		<i>Charles K. Hayes</i> (Signature of Contracting Officer)	<b>JAN 9 2002</b>

NSN 7540-01-153-0070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

# Superfund Analytical Support

Contract: 68-W-01-009, Task Order: 0001, Mod: 0003

Lead PR Number: PR-R4-02-10065

## Summary Information

Title: Superfund Analytical Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$1,346,172.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505	\$339,672.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$352,275.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$352,275.00
FY2001 - F0R086	Estimated Cost	
	Fixed Fee	
Total:		\$301,950.00
FY2002 - DT2021	Estimated Cost	
	Fixed Fee	
Total:		\$339,672.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>	3. EFFECTIVE DATE <b>07/11/01</b>	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R4-01-10482</b>	5. PROJECT NO. (If applicable)
6. ISSUED BY <b>U.S. EPA Region 4 PROCUREMENT SECTION, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303</b>		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709</b>	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. <b>68-W-01-009 TO# 1</b> 10B. DATED (SEE ITEM 13) <b>02/01/01</b>
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

[ ] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [ ] is extended, [ ] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See the section, Accounting/Appropriation Data, in the attachment on Page 2.

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

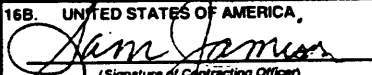
(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [X] is not, [ ] is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**Incremental funding of \$301,950.00**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>SAM R. JAMISON</b>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>7-12-01</b>

# Superfund Analytical Support

Contract: 68-W-01-009, Task Order: 0001, Mod: 0002

Lead PR Number: PR-R4-01-10482

## Summary Information

Title: Superfund Analytical Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$1,006,500.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	P / C
FOR086	01	T	72F00LA	50102D	HQ00LA00		2505	\$301,950.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - FOR007	Estimated Cost	
	Fixed Fee	
	Total:	\$352,275.00
FY2001 - FOR051	Estimated Cost	
	Fixed Fee	
	Total:	\$352,275.00
FY2001 - FOR086	Estimated Cost	
	Fixed Fee	
	Total:	\$301,950.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 05/08/01	4. REQUISITION/PURCHASE REQ. NO. PR-R4-01-10432	5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. EPA Region 4 PROCUREMENT SECTION, 14th Floor, SNAFC 61 Forsyth St, SW Atlanta, GA 30303		7. ADMINISTERED BY (If other than Item 6) CODE		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  INTEGRATED LABORATORY SYSTEM P.O. BOX 13501  Research Triangle Park (Industrial Area), NC 27709	(✓)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 17)
	✓	10A. MODIFICATION OF CONTRACT/ORDER NO. 68-W-01-009 TO# 1
		10B. DATED (SEE ITEM 13) 02/01/01
CODE FACILITY CODE		

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**  
**See the section, Accounting/Appropriation Data, in the attachment on Page 2.**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**  
**Incremental funding for Superfund Analytical Support.**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		SAM R. JAMISON	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	5-8-2001

# Superfund Analytical Support

Contract: 68-W-01-009, Task Order: 00001, Mod: 0001

Lead PR Number: PR-R4-01-10432

## Summary Information

Title: Superfund Analytical Support  
Period of Performance: From: 02/01/01  
To: 01/31/02  
Award Date: 02/01/01  
Total Funding: \$704,550.00

## Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Class	Amount	P / C
F0R051	01	T	72F	50102D	HQ00BM00		2505	\$352,275.00	P

## Funding Breakout

Acct.Info	Funding Category	Amount
FY2001 - F0R007	Estimated Cost	
	Fixed Fee	
Total:		\$352,275.00
FY2001 - F0R051	Estimated Cost	
	Fixed Fee	
Total:		\$352,275.00

Redacted  
Exemption 4, CBI

[M] - Modified  
[A] - Added

## Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: FRANK R. ALLEN  
COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: 706-355-8808  
Fax Number:  
E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: ALAN G. AUWARTER  
COLLEGE STATION RD

## Superfund Analytical Support

Contract: 68-W-01-009, Task Order: 00001, Mod: 0001

Lead PR Number: PR-R4-01-10432

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8740

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DEBORAH A. COLQUITT

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8804

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN S. HALL

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8615

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: LINDA P. KIDD

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8731

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE

COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DENNIS G. REVELL

## Superfund Analytical Support

Contract: 68-W-01-009, Task Order:00001, Mod: 0001

Lead PR Number: PR-R4-01-10432

COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: 706-355-8807  
Fax Number:  
E-Mail Address:

### ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.  
Attn: HERBERT L. REVELLS  
COLLEGE STATION RD  
ATHENS, GA 30613

Mail Code:  
Phone Number: (706) 355-8840  
Fax Number:  
E-Mail Address:

## Subcontractor Consent

*The following item(s) have been added:*

Name	Type	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$187,921.00

PAGE	OF	PAGES
01	17	

1. DATE OF ORDER 02/01/01	2. CONTRACT NO. (If any) 68-W-01-009	3. ORDER NO. 00001	4. REQUISITION/REFERENCE NO. PR-HQ-00-10658
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**U.S. EPA Region IV  
Procurement Section 14th Floor Atlanta Federal Center  
61 Forsyth St., SW  
Atlanta, GA 30303**

3. ORDER NO. 00001	4. REQUISITION/REFERENCE NO. PR-HQ-00-10658
-----------------------	--

6. SHIP TO: (Consignee and address, ZIP Code)

Mike Birch  
TOPO  
980 College Station Road  
ATHENS, GA 30605

SHIP VIA:

**7. TO: CONTRACTOR (Name, address and ZIP Code)**

**INTEGRATED LABORATORY SYSTEMS,  
INC.**  
P. O. Box 13501  
Research Triangle Park, NC 27709

### B. TYPE OF ORDER

☐ A PURCHASE — Reference your \_\_\_\_\_

Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheets, if any, including delivery as indicated. This purchase is negotiated under authority of:

☒ **B.DELIVERY** — Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

## 9. ACCOUNTING AND APPROPRIATION DATA

10. REQUISITIONING OFFICE  
Same as Block 6

**See Attached**

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

SMALL	OTHER THAN SMALL	DIS-ADVANTAGED	WOMEN-OWNED
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
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7	7	7	7
8	8	8	8
9	9	9	9
10	10	10	10
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100	100	100	100

**12. F.O.3. POINT**  
**Same as Block 6**

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
--	--

## 16. DISCOUNT TERMS

**13. PLACE OF INSPECTION AND ACCEPTANCE**  
Same as Block 6

N/A

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	<p>See Attached</p> <p>FUNDS WERE PREVIOUSLY OBLIGATED ON CONTRACT AWARD.</p>					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(H). TOT. (Cont pages)
SEE BILLING INSTRUCTIONS ON REVERSE		21. MAIL INVOICE TO: (Include ZIP Code) <b>Environmental Protection Agency</b> <b>Research Triangle Park Financial</b> <b>Management Cntr.(Mail Code MD-32)</b> <b>Research Triangle Park,NC 27711</b>				\$1,346,172.00 17(I) GRAND TOTAL

**22 UNITED STATES OF AMERICA**  
BY (Signature)

23. NAME (Typed)

**SAM JAMISON**

January 26, 2001 (11:23AM)

**Statement of Work**  
**Task Order No. 001**  
**Superfund Analytical Support**  
**Period of Performance 2/1/2001 - 1/31/2002**

**PURPOSE**

The purpose of this Task Order (TO) is to provide Superfund analytical support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support. See Attachment 1 Estimated Number of Samples and Analysis for Region 4's expected number of requests for each Task listed below.

**STATEMENT OF WORK:**

The contractor shall provide analytical chemistry, biological, field sampling and analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

**Task 1: Task Order Management:**

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a

Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

**Deliverables:** The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under **this TO within the time frames specified in the approved in the Work Plan for this TO.** The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified

in the approved Work Plan for this TO.

**Task 2: Environmental Sample Analysis:**

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis for Superfund and Non-superfund Programs. For this TO the contractor shall provide the work plan, costs, etc. for the SARA estimates only.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (<http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html>) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (<http://www.epa.gov/region4/sesd/asbsop/asbsop.html>), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: [http://www.epa.gov/region4/sesd/sesdpub\\_guidance.html](http://www.epa.gov/region4/sesd/sesdpub_guidance.html).

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

**Deliverables:** The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

**Task 3: Biological Support:**

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments, May 1992.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms, amphipods, algal, Microtox, and/or other organisms on samples collected at Superfund or other sites. Perform activities necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA regional laboratories. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at Superfund sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

**The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.**

**Deliverables:**

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in

SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing at the EPA regional laboratory.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

#### **Task 4: Field/Warehouse Support:**

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.
- Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.
- Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in **configuring equipment to accomplish field analytical tasks.**
- Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as **calibration of field equipment**
- Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Provide field sampling support by operating EPA drill rig equipment and other specialized

equipment as specified in the contract SOW.

- Provide Field Analytical Screening Project (FAST) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.
- Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GO or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

**Deliverables:** The contractor shall prepare and submit reports associated with the above list of tasks as per **F. Deliverables** in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

#### **Task 5: Routine Instrument Maintenance:**

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

**Deliverables:** The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

#### **Task 6: Technology Transfer:**

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, ~~and attend conferences or meetings~~, in accordance with Task Area V of the contract **Statement of Work (SOW)**. The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

**Deliverables:** The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

**Task 7: Training:**

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

**Task 8: Sample Custodian and File Manager:**

The contractor shall perform sample custodial duties at SESD for Superfund environmental samples in accordance with the SOPs specified above. The contractor shall receive FAST environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

**Deliverables:** The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.











DATE REVIEWED	INORGANIC SAMPLES	ORGANIC SAMPLES	LOW CONCENTRATION ORGANIC	DIOXIN SAMPLES	TOTAL SAMPLES REVIEWED	BARA	CRANFORD	MINNER	RODISVILLE GOLF	STANLEY	WADSWORTH	WISCONSIN	BROAD RIVER	LAKE CHARLES	LAKE MINNAPOLIS
Inorganic Sampled	6,735	5,029	283	165						1,200	58				
Organic Samples	4,406	4,186	220												
Low Concentration Organic	500	500													
Dioxin Samples	310	310													
TOTAL SAMPLES REVIEWED	10,951	10,024	503	165						1,200	58				
Samples Entered	8,789	8,466	323												
Samples Verified	9,965	9,420	545												
Organic Evidentiary Audits	336	329	7												
Inorganic Evidentiary Audits	308	281	21	3						2	1				
Other Evidentiary Audits	27	26	1												
Records Retrieved	10	10													
TOTAL DAILY ACTIVITY/AUDITS	10,951	10,024	503	165						1,200	58				

**Attachment 1  
Risk Assessment**

Risk Assessment	US	UK	FR	DE	IT	ES	PT	GR	TR	RU	IN	JP	CH	US	UK	FR	DE	IT	ES	PT	GR	TR	RU	IN	JP	CH
Documents Reviewed	58	55	3																							
Site Visits	6	5	1																							
QAPP Reviews	15	15																								
Sampling & Analysis Plan Reviews	0																									
Data Reviews for Data Validation Oversight	35	20	10	5																						
QA Document Reviews (SOP's, Scope of Work, Etc.)	10	10																								
Technical Support for Lab or Field Reviews	5	5																								
<b>Grand Total</b>	<b>129</b>	<b>110</b>	<b>14</b>	<b>5</b>																						